



## MARINE SAFETY INFORMATION BULLETIN

*These bulletins are purely informational for the maritime community within this Captain of the Port zone. They advise you of emerging information & situations that may impact our Marine Transportation System. As important, they help to manage expectations & facilitate cooperation regarding actions that we may be taking and/or that you may need to employ in the interest of safety/security. Increased vigilance in our maritime world hinges significantly upon proactive engagement & information sharing with the private sector, which has the primary responsibility for security & safety at their waterfront facilities & vessels.*

**BULLETIN NO: 004-04**

**Date: March 5, 2004**

**SUBJECT: NEW NOTICE OF ARRIVAL REPORTING REQUIREMENTS FOR FOREIGN FLAG VESSELS**

**ATTN: Agents, Ship Owners, Ship Operators, Masters**

This bulletin serves as a notice to all companies/persons who submit Notices of Arrival (NOA) for vessels that intend to call on ports within the Captain of the Port Zone Long Island Sound Zone.

1. The requirements for Notice of Arrival (NOA) submissions were amended in July 2003 to include information required to be provided by the International Ship and Port Facility Code (ISPS). Specifically:
  - a. Effective January 1, 2004, the information contained in [33 CFR 160.206](#) Sections (9)(i)-(iii) must be submitted with all NOA's. The NOA must state: "(i) The date of issuance for the vessel's International Ship Security Certificate (ISSC), if any; (ii) Whether the ISSC, if any, is an initial or Interim ISSC, subsequent and consecutive Interim ISSC, or final ISSC; (iii) Declaration that the approved ship security plan, if any, is being implemented". This information should be reported in the ISPS Notice Section of the latest NOA form.
  - b. Effective July 1, 2004 the requirements in [33 CFR 160.206](#) Sections (9)(iv)-(vi) will be required for ships that must submit a NOA. The additional information includes the following: "(iv) If a subsequent and consecutive Interim ISSC, the reasons therefore; (v) The name and 24-hour contact information for the Company Security Officer; and (vi) The name of the Flag Administration, or the recognized security organization(s) representing the vessel flag Administration that issued the ISSC." This information should be reported in the ISPS Notice section of the latest NOA form.
2. As always your NOA information must be submitted to the National Vessel Movement Center (NVMC, which can be accessed via the internet at <http://www.nvmc.uscg.gov>.
  - a. The National Vessel Movement Center (NVMC) maintains the most current [NOA forms](#).
  - b. The preferred method for submitting a NOA is by **email** using the NOA Workbook format. You are strongly encouraged to use the NOA workbook. The NOA workbook format is available on the National Vessel Movement Center (NVMC) website (available on the [Downloads](#) page). **You will receive a verification of receipt if you e-mail the NOA workbook to the NVMC.** This is the **fastest, most accurate** way to get your information into the Ship Arrival Notification System.
  - c. You can still fax your NOA information to the NVMC, however, faxes must be clear enough for NVMC staff to read, and the latest NOA form should be used to ensure you are reporting the required information. Telephone updates regarding minor changes are accepted, but strongly discouraged, and extensive amounts of information (crew lists, dangerous cargo, etc.) must be transmitted in writing.
  - d. It is imperative that shipping agents, masters, owners, operators, charterers work together to provide the most current information to the NVMC. Accurate information expedites processing and reduces follow-up requirements.
3. Recently the Coast Guard updated its Notice Of Violation (NOV) Civil Penalty Program. It is now possible for Coast Guard units to issue NOV's to vessels (in rem), masters, agents, etc that fail to provide required information, or provide false/inaccurate information. Failure to provide the required information can also result in vessel delays or vessels being denied entry. This is not a threat. Rather, it is merely a statement of fact, and something that you should be aware of when submitting your information to the NVMC.

If you have any questions or concerns regarding this NOA Requirements, the NOV process or any other issues please do not hesitate to contact the Port Operations Duty Officer at (203) 468-4444.

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JOSEPH J. COCCIA  
Captain, U.S. Coast Guard  
Captain of the Port Long Island Sound